

ASSIGNMENT 12

Textbook Assignment: "Radio," "Television," and "Radio and Television Interviewing," pages 13-9 through 15-8.

12-1. Radio listeners should be alerted to quoted material in the body of a news story by the use of the word "quote" preceding the remarks and the word "unquote" following the statement.

1. True
2. False

12-2. For which of the following reasons is the hyphen used in broadcast copy?

1. To help announcers phrase difficult words
2. To instruct announcers to pronounce individual elements of a word distinctly
3. Both 1 and 2 above
4. To tell announcers to pause a bit longer than at a corona

12-3. The body of the broadcast news story may be developed in which of the following patterns?

1. Chronological, descending importance or expanding the five Ws
2. Upright pyramid, ascending importance or expanding the five Us
3. Chronological, inverted pyramid or suspense building
4. Upright pyramid, inverted pyramid or ascending importance

12-4. In writing the body of a broadcast story, which of the following rules apply?

1. Repeat all names used in the lead
2. Give complete identification of persons named in the lead
3. Save one or more of the important facts for a punch close
4. Present the most important facts first

IN ANSWERING QUESTIONS 12-5 THROUGH 12-7, SELECT FROM COLUMN B THE PUNCTUATION MARK THAT SERVES THE FUNCTION DESCRIBED IN COLUMN A. NOT ALL RESPONSES IN COLUMN B ARE USED.

A. FUNCTIONS

B. MARKS

12-5. Indicates a pause shorter than that of a period

1. Comma
2. Dash

12-6. Sets off information that is not to be read aloud

3. Parentheses
4. Hyphen

12-7. Sets off parenthetical information

12-8. When preparing broadcast copy, you should observe all except which of the following practices?

1. Number each page
2. Double-space all lines of type
3. Split sentences between pages
4. Use all uppercase letters

12-9. When you type broadcast copy, your typewriter margin should be set for an average of how many spaces per line?

1. 30
2. 45
3. 60
4. 75

12-10. When broadcast copy is prepared correctly, approximately how many lines of type equal 30 seconds of reading time by an average announcer?

1. 2 to 4
2. 7 to 8
3. 11 to 12
4. 14 to 16

12-11. Approximately how many words make up a 60-second story read by an average announcer?

1. 50
2. 100
3. 150
4. 200

12-12. Besides the slugline and the type of release submitted, what information should be contained in the four-unit heading of a broadcast script?

1. Name of writer and telephone number
2. Date the copy is written and the length of copy
3. Brief summary of the release and length of the copy
4. Length of the copy and the date the copy is to be released

12-13. Which of the following practices applies to in-house broadcast copy?

1. Copy must be absolutely clean
2. The same copy-editing marks as those used by the print media are used by broadcasters
3. Broadcast editing methods are used
4. No special concern is paid to the appearance of broadcast copy

12-14. What are the forms of spot announcements?

1. Selling and appeal
2. Information and selling
3. Attention and information
4. Information and action

12-15. Which of the following elements describe the three-pronged approach to structuring a selling spot announcement?

1. Research, target and delivery
2. Attention, audience and activity
3. Estimate, energize and execute
4. Attention, appeal and action

12-16. What important step in a selling spot is unnecessary in an information spot?

1. The attention-getting step
2. The audience-targeting step
3. The call for audience response step
4. The audience research step

In a telephone interview with the Chairman of the Armed Forces Day program for your area, you obtained the information in figure 12-A below. Your PAO wants you to write a spot announcement on the program for broadcast over local, commercial radio stations.

- A. Armed Forces Day is scheduled for May 13 and 14.
 - B. Exciting exhibits and demonstrations will be held at Naval Air Station North Island.
 - C. Admission is free.
 - D. The program begins on Saturday the 14th at 1245.
 - E. This is a chance to get a first-hand look at over a thousand exhibits of our latest military equipment, including our newest missile and supersonic aircraft.
 - F. Ample free parking is available for 25,000 cars.
 - G. Additionally, there will be aerial demonstrations by the Armed Forces; acrobatic flying by the Navy's Blue Angels and the Air Force's Thunderbirds; a simulated attack on an enemy position by Army Ranger units; plus a demonstration of Marine Corps invasion techniques using helicopters.

Figure 12-A.

IN ANSWERING QUESTIONS 12-17 THROUGH 12-20. REFER TO FIGURE 12-A.

- 12-17. Which of the following examples of sentence F is the preferred form for radio spot announcements?
1. The base has available parking facilities for an estimated 25,000 automobiles
 2. Ample free parking is available for 25 thousand cars
 3. Ample free parking is available for twenty-five thousand cars
 4. Parking facilities for 25 thousand cars are available, according to the Chairman of the Armed Forces Day Committee
- 12-18. What changes should you make to sentence D for the spot announcement?
1. Spell out the numerals for the date "14th"
 2. Spell out the numerals for the hours only
 3. Spell out the numerals for the dates and hours
 4. Use "12:45 p.m." instead of "1245"
- 12-19. What changes should you make in sentence G?
1. Rewrite it in several short sentences
 2. Add more details
 3. Simplify the vocabulary used
 4. Delete part of it
- 12-20. What is the best way for you to rephrase the information in line B so the sentence is in spot announcement style?
1. The public is invited. . .
 2. Everyone is invited. . .
 3. You're invited. . .
 4. All of you are invited. . .
- 12-21. In which part of a spot announcement would you put the following sentence: "Navy fighter planes and Army Rangers are invading NAS North Island?"
1. At the beginning
 2. Immediately after the beginning
 3. In the body of the message
 4. After the message
- 12-22. Assume that you are preparing radio copy for a 30-second recruiting spot that will include 10 seconds of "Anchors Aweigh" music. You should limit your copy to approximately how many words?
1. 50
 2. 75
 3. 100
 4. 150
- 12-23. How should you indicate to the radio station that a spot announcement should not be used indefinitely?
1. Attach a note to the copy saying new material will be furnished every two weeks
 2. Include a cut-off time and "kill date" with the spot
 3. When you hand the radio copy to the news manager, tell him when you will replace it
 4. When you telephone the spot to the station, tell the announcer how many times it may be read
- 12-24. Which of the following groups of words indicates the methods of interviewing?
1. Semi-scripted, fully-scripted and ad-lib
 2. Ad-lib, canned and semi ad-lib
 3. Fully-scripted, ad-lib and semi ad-lib
 4. Ad-lib, questionnaire and fully-scripted

12-25. What method is usually the recommended way for a Navy journalist to conduct most radio interviews?

1. Semi ad-lib
2. Semi-scripted
3. Ad-lib
4. Fully-scripted

IN ANSWERING QUESTIONS 12-26 THROUGH 12-29, SELECT FROM COLUMN B THE BASIC TYPE OF INTERVIEW THAT IS DESCRIBED IN COLUMN A. RESPONSES MAY BE USED MORE THAN ONCE.

	<u>A. SAMPLE INTERVIEW</u>	<u>B. TYPE</u>
12-26.	The President presents the Medal of Honor to a Navy member who grants an interview.	1. Personality 2. Informative
12-27.	A senator is interviewed for his opinions on increasing sea power.	3. Combination
12-28.	A Navy pilot is rescued from a crash at sea. The pilot's home-town radio reporter asks the well-known pilot about his experiences while adrift.	
12-29.	A Navy officer is asked to discuss the usefulness of new equipment.	

12-30. Which of the following points should an interviewer consider for an interview?

1. Propriety, good taste and accuracy
2. Timeliness and location of the interview
3. Newsworthiness
4. All of the above

12-31. Assume that J03 Peters has arranged a recorded interview with Lieutenant Bowers who has been flown back to the United States after surviving for two weeks in a life raft in the Mediterranean Sea. Which of the following procedures should Peters NOT observe?

1. Asking questions that require Lt. Bowers to do most of the talking and avoiding questions that could be answered with a simple yes or no
2. Rehearsing to the extent that Lt. Bowers may have a chance to memorize most of his answers
3. Lowering his voice to the same level as Lt. Bowers' if the officer begins to answer in a lower tone
4. Making a brief, light explanation to relieve the awkwardness when an ashtray is knocked off a table and clatters to the floor.

IN ANSWERING QUESTIONS 12-32 THROUGH 12-35, SELECT FROM COLUMN B THE TYPE OF TV AREA THAT MATCHES THE DESCRIPTION IN COLUMN A. RESPONSES MAY BE USED MORE THAN ONCE.

	<u>A. DESCRIPTION</u>	<u>B. AREA</u>
12-32.	All of the area transmitted by the television camera	1. Essential area 2. Border area
12-33.	Area that provides a background in case of over-scanning	3. Scanning area
12-34.	Area seen by the TV viewer	
12-35.	Handling area that provides protection for a picture or other artwork if dropped	

12-36. Which, if any, of the following areas of limitation are required by each television visual?

1. Scanning and border
2. Essential and scanning
3. Border and essential
4. None of the above

12-37. The aspect ratio of television cameras and television receivers means they are designed in which of the following shapes?

1. Three units wide to three units high
2. Three units high to four units wide
3. Four units high to four units wide
4. Four units high to three units wide

12-38. The portion of a picture seen by a television camera that does not appear on television receivers is known by what term?

1. Transmission loss
2. Overscan
3. Essential area
4. Vertical filter

12-42. Which of the following television shots is considered the most common and efficient?

1. Medium long shot (MLS)
2. Medium close-up (MCU)
3. Close-up (CU)
4. Extreme close-up (ECU)

12-43. Movement in front of the camera, usually by the talent, is referred to as what type of movement?

1. Primary movement
2. Secondary movement
3. Tertiary movement

12-44. What camera movement will provide the viewer with a high or low perspective of the subject?

1. Pan
2. Dolly
3. Pedestal
4. Tilt

12-45. If the homecoming shooting script calls for several closeup shots of persons waiting on the pier and long shots of the ships maneuvering to their berths, how will the close-ups most likely be used in the finished product?

1. As cut-ins
2. As cutaways
3. As compilations
4. As cut-ups

IN ANSWERING QUESTIONS 12-39 THROUGH 12-41, SELECT FROM COLUMN B THE EDITING TECHNIQUE DESCRIBED IN COLUMN A. NOT ALL RESPONSES IN COLUMN B ARE USED.

	A. DESCRIPTION	B. TECHNIQUE
12-39.	Matched cuts that maintain the flow of action	1. Compilation cutting
12-40.	Depends on narration to tie scenes together	2. Consistency cutting
12-41.	Employs various transitional devices	3. Continuity cutting
		4. Composite cutting

12-46. A series of shots shows a sailor on one of the ships searching the crowd for familiar faces, then waving and finally running down the brow to greet his family. If these scenes were interspersed with shots of his family responding to his wave, then moving closer to the brow as he approached, this method used by the film or tape editor would be an example of which of the following transitional devices?

1. Cutaway
2. Cut-in
3. Both 1 and 2 above
4. Crosscutting

- 12-47. When writing the script to accompany a taped or filmed news release, you should observe which of the following practices?
1. Use the pictures to supplement the narration
 2. Let the narration supplement the picture
 3. Never include in the narration details that are presented by the picture
 4. Never include in the narration details not presented by the picture
- 12-48. In marking broadcast copy, the single slash mark (/) tells you to do which of the following actions?
1. Make a full stop and take a big breath
 2. Pause and take a short breath
 3. Pause for emphasis, take no breath
 4. Read the next passage carefully due to tricky pronunciation
- 12-49. When there are a lot of stumbles in your delivery, which of the following is the most likely cause?
1. Vision problems
 2. The brain getting ahead of the mouth
 3. Lack of practice with the copy
 4. Lack of concentration skills
- 12-50. Which of the following types of production music is used to set the mood for the production?
1. Fill
 2. Background
 3. Theme
 4. Bridge
- 12-51. Which of the following production concepts allows the broadcaster to adapt the vocal mood to the mood created by the other elements in the production?
1. Beginning to end
 2. Prerecorded voice
 3. Prerecorded music and sound effects
 4. Segmenting
- 12-52. Which control on the audio console should NEVER be adjusted by studio announcers?
1. AFRTS/Network selector button
 2. Output selector button
 3. Audition/Program master gain control
 4. Monitor selection switch
- 12-53. In which of the following production phases should you review the script for unfamiliar words or names?
1. Preproduction
 2. Production
 3. Postproduction
- 12-54. Which of the following types of special effects adds depth to sounds and is used to enhance the voice?
1. Filtering
 2. Equalization
 3. Reverb
 4. Phasing
- 12-55. Which of the following components is the heart of the TV system?
1. Control room
 2. CCU
 3. Camera
 4. VCR
- 12-56. What causes "snow" on a TV picture?
1. Too little light on the subject
 2. A camera that needs adjusting
 3. A CCU out of sync with the camera it is mated with
 4. Low signal strength on the cable

- 12-57. What does the "T" stand for on the zoom servo switch?
1. Toggle
 2. Telephoto
 3. Towards (zoom in)
 4. Tight
- 12-58. Which of the following television production personnel is responsible for the special effects bank?
1. Director
 2. Floor manager
 3. Audio switcher
 4. Video switcher
- 12-59. Which of the following television production personnel acts as a liaison between the director and the talent?
1. Floor manager
 2. Camera operator
 3. Audio switcher
 4. Video switcher
- 12-60. Which of the following types of television visuals usually has a chroma-blue background?
1. Studio card
 2. Super key card
 3. Chroma key card
 4. Plain title card
- 12-61. What floor manager's hand signal is used to tell the talent to wrap it up?
1. Arm and hand rotating above the head
 2. The letter "T" formed with both hands
 3. A grabbing motion ending in a fist
 4. Hand across the throat in a slashing motion